

DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
1411 Jefferson Davis Highway  
Arlington, VA 22202-3231

NGB-ARZ-T

25 August 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Title 10 Active Guard/Reserve (AGR) Tour Announcement # 03-33

1. Reference memorandum, NGB-ARZ-T, dated 26 April 2002, Subject: All States (Log Number I02-0030) Title 10 Active Guard Reserve (AGR) Tour Announcements.
2. The Army National Guard is seeking applications from highly qualified Commissioned Officers to serve in the Title 10 AGR program as Field Services Officer (Functional Area 45, Comptroller), at the Army National Guard Financial Services Center, 8899 E. 56<sup>th</sup> St., Indianapolis, IN 46249-5100.
3. Officers selected will serve under the authority of Title 10 USC, Section 12301(d).
4. Brief description of duties: Responsible for maintaining a critical liaison with DFAS, FINCOM, GAO, AAA, other NGB Directorates, Congress, contractors and state USPFOs and Financial Managers. Assists in ensuring day-to-day operations of the ARNG Financial Services Center are conducted in a professional and well-organized manner. Plans, prepares and represents the National Guard Bureau at DOD, HQDA, DFAS committees, meetings and briefings regarding ARNG pay policies, procedures, and functions. Coordinates and provides follow-up on joint pay issues. Coordinates routine actions and activities, coordinates suspense date compliance, conducts and reviews research to ensure technical and factual accuracy. Utilizes standard financial systems and may participate with DFAS and other agencies in the development/ redesign of standard systems to ensure they continually meet ARNG needs. These systems include the Standards Finance Systems – Redesign (STANFINS-R), Computerized Account Payable System (CAPS), Integrated Automated Travel System (IATS), Defense Joint Military Pay System (DJMS), Defense Debt Management System (DDMS), Government Travel Services (GTS), and Reserve Component Automation System (RCAS).
5. Prerequisites:
  - a. Grade CPT (O3) or not more than MAJ (O4).
  - b. Civilian Education: Baccalaureate Degree.
  - c. Must have a Secret security clearance.

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- d. Command/supervisory experience preferred, but not required.
- 6. Applications received with postage funded by the US Government for "personal" mail will be destroyed. Applications received with (TAG, MILPO, etc.) endorsements are authorized US Government funded postage. Use of US Government funded overnight or express mail is not authorized.
- 7. This announcement will remain open until filled. Accession Boards are held monthly to review complete applications. Applications received prior to the close date will be reviewed during the first Accessions Board held after receipt of the application. Qualified applicants will be considered to fill the vacancy prior to the close date. Application requirements and procedures are defined in referenced memorandum (paragraph 1).
- 8. Point of contact is the Staff Management Office, SFC Sandra McDonald at DSN 327-1345 or 703-607-1345 (E-mail: Sandra.McDonald@ngb.army.mil).

/s/  
GARY S. OWENS  
COL, NGB  
Chief, ARNG Staff Management  
Office

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